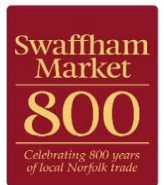




Swaffham Town Council

Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ
Telephone 01760 722922
www.swaffhamtowncouncil.gov.uk



SWAFFHAM TOWN COUNCIL – NOTICE

Councillors are hereby summoned to a virtual meeting of the Town Council, to be held on
Wednesday, 10th February at 6.30 p.m. by using the following Zoom link

<https://us02web.zoom.us/j/87909252364?pwd=Z0l4RjVWMWZVNxozQjNjT2h6c1JFQT09>

Meeting ID: 879 0925 2364

Passcode: 059085

(NOTE: In the case of non-members, this agenda is for information only.)

DECLARATIONS OF INTEREST

Councillors, please note that members are asked at the relevant point on the agenda to declare any interests they may have in any items on the agenda. Declarations include the nature of the interest, and whether it is a personal or disclosable pecuniary interest.

Claire Smith
Deputy Clerk

Summons issued on 4th February 2021

AGENDA

*For a virtual meeting of the **Full Council** on **Wednesday 10th February 2021 at 6.30pm**, commencing with prayers led by the Mayor.*

- 1 To receive APOLOGIES & REASONS FOR ABSENCE**
- 2 To receive DECLARATIONS OF INTEREST** – for items included on the Agenda.

*To adjourn the meeting to allow members of the public to address the Town Council in a **PUBLIC OPEN FORUM** (Maximum of 15 minutes)*

- 3 **To receive and consider candidates for the vacant position of Town Councillor.** (N.B. Following voting, if the successful candidate is present at the meeting they will be invited to sign their declaration of office and participate in the remainder of the meeting.)
- 4 To receive and consider REPORTS: police, principal authority etc**
N.B. Councillors have an opportunity to ask questions after each report and where appropriate can consider to bring forward or discuss items further down the agenda where the representative can make a positive contribution towards the debate: -
 - 4.1** To receive a POLICE report from a local PC or PCSO on police matters for the past month.
 - 4.2** To receive a COUNTY COUNCILLOR report from County Councillor Ed Colman.
 - 4.3** To receive a BRECKLAND COUNCILLOR report from Cllrs I Sherwood, E Colman, D Wickerson
- 5 To receive REPORTS from the Mayor, the Town Clerk, Committees, Working Groups & Outside Bodies**
 - 5.1** To receive Mayor's Announcements including a report on Civic Events attended
 - 5.2** To receive and consider urgent reports, correspondence, or information at the Mayor's discretion - prior notice must be given
 - 5.3** To receive the Town Clerk's Report and Councillors' questions relating to ongoing business.
 - 5.3.1** To consider a 'horkey' event in the autumn to replace the VE day event planned for June
 - 5.3.2** To receive a report on the Heroes of Swaffham Awards

6 To receive and/or agree the MINUTES:

6.1 ** Wednesday 13th January 2021– Full Council.

7 FINANCE:

7.1 ** To receive and consider Accounts for payment for February 2021 (*recorded as **Appendix 1***).

7.2 To nominate 2 Councillors to act as bank signatories and check payments periodically

7.3 To consider the Howard Carter Centenary in 2022 and make a decision on the level of any financial support the Council may make to planned events. Further information to be circulated

7.4 To consider a recommendation from the Transport, Access and Environment Committee to upgrade the SAM 2 to allow data recording

8 To receive and consider CORRESPONDENCE or INFORMATION

General

8.1 To note receipt of weekly correspondence or information (a list is recorded as **Appendix 2**)

8.2 ** To receive and consider EH (B) 001 Bullying and Harassment- Draft Policy

8.3 **To receive and consider EH (G) 001 Grievance policy and procedure -Draft Policy

8.4 ** To receive and consider reviewed policy EH (c) 008 Communications Policy -Draft policy

8.5 **To receive and consider Town Hall Covid -19 Risk Assessment

8.6 ** To receive and consider NHS_ Social Care and Frontline Workers' Day - 5TH JULY 2021

9 NORFOLK COUNTY COUNCIL

9.1 ** To receive and note Revocation Order_HM_ Temporary closure of multiple roads in the parish of North Pickenham - Carriageway resurfacing (STRO4576)

9.2 ** To receive and note Temporary closure of Hale Road in the parish of Ashill - New water connection (STRO4459)

9.3 ** To receive and note Temporary closure of Watton Road in the town of Swaffham - Water connection works (STRO4334)

9.4 **To receive and note Temporary parking restrictions at Westfield Road in the Town of Swaffham - footway reconstruction works (my ref STRO4416)

10 To notify the DATES of forthcoming meetings and to receive any items for a future AGENDA:

Market Committee	Mon	15 th Feb	6.30pm	Zoom virtual
Planning & Built Environment Committee	Mon	23 rd Feb	4.00pm	Zoom virtual
Human Resources & Governance Committee	Mon	1 st Mar	12 noon	Zoom virtual
Recreation & Community Services Committee	Mon	22 nd Mar	6.30pm	Zoom virtual
Town Council	Wed	10 th Mar	6.30pm	Zoom virtual

11 ADMISSION TO MEETINGS ACT (PUBLIC BODIES) 1960:

CONFIDENTIAL BUSINESS following the exclusion of the public and press

12 **To receive and consider Boundary Wall agreements

*Indicates where copies have been circulated to Town Councillors previously.

**Indicates where copies have been circulated to Town Councillors recently.